

Economic Development Advisory Council

09/08/09 Meeting minutes

Americana Room – Hampshire Hills

Present:

Tom Sapienza, Hampshire Hills, Chairman
Rich Ball, Cirtronics Corporation
Heather Leach, Centrix Bank
George Infanti, Milford Paint and Wallpaper
Penny Seaver, Bean Smith Seaver Real Estate
Rosie Deloge, Milford ATC, School Board representative
John McCormack, TIFD representative
Janet Langdell, Planning Board representative
Bill Parker, Community Development Director

Excused:

Dale White, Leighton A. White, Inc.
Matt Ciardelli, Ciardelli Fuel Co.
Mike Putnam, BOS representative
Brad Chappell, Chappell Tractor
Sean Trombly, Trombly Gardens
Tracy Bardsley, DO-IT

T. Sapienza called the meeting to order at 7:30AM.

Minutes:

G. Infanti made a motion to approve the minutes as amended. H. Leach seconded and all in favor.

Introduction and Welcome – Penny Seaver, BeanSeaverSmith Real Estate:

Tom Sapienza welcomed Penny Seaver to the organization and introductions were made by Council members present.

Determination of Membership Terms:

T. Sapienza suggested that in order to determine membership terms, it seemed the best way would be for members to pick either a '1' (for one year), '2' (for two year), or '3' (for three year) appointments. T. Sapienza then passed a box around and the following terms were chosen:

John McCormack: 1 year
Chris Costantino: 1 year
Janet Langdell: 1 year
Rich Ball: 1 year
Heather Leach: 2 year
Rosie Deloge: 2 year
Penny Seaver: 2 year
George Infanti: 3 year
Tom Sapienza: 3 year

For those not present the following terms were randomly picked:

Sean Trombly: 1 year
Mike Putnam: 1 year
Dale White: 2 year
Brad Chappell: 2 year
Matt Ciardelli: 3 year
Tracy Bardsley: 3 year

(Note that each 'official board-type' representative (BOS, PB, Cons Comm, TIF) have one year appointments as each group normally appoints their representatives when they meet each year right after March voting, except for Tracy.)

Subcommittee Assignments:

Based upon member emails sent to B. Parker and additional discussion at this meeting, the following subcommittees were set up:

Policies and Procedures: D. White, M. Ciardelli, B. Chappell, P. Seaver, J. McCormack

Land Use: H. Leach, S. Trombly, C. Costantino, G. Infanti, J. Langdell

Website Development: T. Sapienza, R. Deloge, T. Bardsley, R. Ball

B. Parker will assist each subcommittee as needed. J. McCormack suggested that B. Parker talk with Town Administrator Guy Scaife to bring him up-to-date on the subcommittees and each subcommittee's intended role. It was strongly agreed to by the group that it be made clear to G. Scaife that the subcommittees, and in particular the Policies and Procedures subcommittee, was not established to be a 'watch dog' or a monitoring group but is intended to work with Town staff to further the cause of economic development through effective and responsive regulatory and communication channels and processes. B. Parker said he would talk with G. Scaife so that there is a clear understanding of this intent.

It was discussed that the subcommittees would try to get together within the next week and develop its action plan. T. Sapienza will send out some guidance direction so there is a clear methodology on reporting back to the Chair and Vice-Chair, with B. Parker cc'd on all emails.

It was decided to meet again as a full Council on Wednesday, October 14, 7:30 am to discuss subcommittee work thus far and allow subcommittees to seek the advice/input of other Council members if needed.

Rich Ball, Rosie Deloge, and Heather Leach offered meeting space at their respective workplaces if needed and available.

Other Business: T. Sapienza noted the recent Town discussion relative to the potential removal of the McLane and Goldman Dams on the Souhegan River, and the potential impact on the downtown economic environment. B. Parker briefed the Council that the effort thus far was only to seek funding feasibility study to look at the dam removal. T. Sapienza noted there was some concern from members of DO-IT on the issue, and H. Leach noted that the DO-IT Board was in support of the study, but had mixed reactions to the removal of the dams. B. Parker and C. Costantino both added that the impacts are not yet known and that was the purpose of the study. J. Langdell noted that the Water and Sewer Commissions should be brought into the discussion relative to impacts on the WW Treatment Plant.

**Next Meeting Date (full Council): WEDNESDAY, OCTOBER 14, 7:30 AM, Hampshire Hills
Americana Room**

There being no more business, upon a motion by G. Infanti and seconded by H. Leach the meeting was adjourned at 8:15 AM.

SUBCOMMITTEE ORGANIZATION:

Immediately following the full Council meeting the three subcommittees met to determine their first actions:

Policies and Procedures (J. McCormack and P. Seaver): Asked B. Parker to follow up with G. Scaife, discussed assembling existing checklists, developing a 'sample' representative new business to work through the development/permitting process, and meeting with appropriate department heads when ready. The subcommittee

further discussed the non-watchdog emphasis of the effort, and the need to open up channels of communication for improvements. A meeting will be set up with G. Scaife prior to meeting with department heads.

Land Use (H. Leach, G. Infanti, C. Costantino, J. Langdell): Will meet to discuss areas of emphasis and current topics/issues on Tuesday, September 15th at 7:45 AM in the Community Development Conference Room, and will then meet with the Planning Board at its regular meeting on Tuesday evening, September 15th, approximately 7 PM. B. Parker to compile background for the subcommittee prior to the morning meeting of the 15th.

Website development (T. Sapienza, R. Ball, R. Deloge): Discussed setting up a time to meet with Dave Kirsch, Granite Town Media, to work on website development. R. Ball volunteered to be the minute taker and to get out notes and to schedule a next subcommittee meeting time.